

Client Department Key Responsibilities Related to Financing (DGS may handle certain tasks if managing the project)	Type of Project				
	GO Bonds	PWB Lease-Revenue	JPA Lease-Revenue	Financing Lease	Securitized Operating Lease/Contract
Ensure that the issuer understands: STO's roles and responsibilities when agent for sale; time-frames for bond sales scheduling and other preparation activities; any required DOF reviews for economic viability; any required lease notifications to the Legislature.	NA	NA	Yes*	Yes*	See Sec 6876
Stay within available funds; inform DOF and STO immediately of any material threat to project progress or budget which may affect completion within available funds.	Yes	Yes	Yes	Yes	No
Send STO and issuer <i>Project Closure Memo</i> when project is done.	Yes	Yes	Yes	Yes	See Sec 6876
Obtain liability and rental interruption insurance for project.	NA	Yes	Yes	Yes	No
Set up accounting and budgetary records for payment of debt service.	No	Yes	Yes	Sec 6876	No
Refer bondholder questions to STO; do not communicate confidential information.	Yes	Yes	Yes	Yes	See Sec 6876
Obtain DOF and STO concurrence on use of any potential surplus or excess bond funds.	Maybe	Yes	Yes	Yes	See Sec 6876
Repay interim financing from support appropriation if project is not completed.	No	If required	Not usually	No	No